NATIONAL ARCHIVES OF INDIA

1975-76

Administration

Staff: The staff strength of the National Archives of India, New Delhi and Regional Office, Bhopal as on 31st March 1976 was as under:

Category	Sanctioned Strength	Vacancies	Functional Strength
(i) Class I Gazetted	22	9	13
(ii) Class II Gazetted	43	13	30
(iii) Class II Non-Gazetted	46	9	37
(iv) Class III Establishment	235	49	186
(v) Class IV Establishment	166	14	152
	512	94	418

Budget: During 1975-76 a sum of Rs.38,39,170/- was spent out of a budget provision of Rs.37,00,000/- on the Non-Plan side and a sum of Rs.5,41,237.41 out of a budget provision of Rs.20,00,000/-. For 1976-77 a budget provision of Rs.38,39,000/- has been admitted on the Non-Plan side and Rs.30,00,000/- on plan side.

Projects: In addition to the two schemes, i.e., (i) Listing of Public and Private records and (ii) 'Towards Freedom' (sanctioned during 1974-75), four more schemes, viz., (i) School for Archival Training, (ii) Setting up of a Record Centre, (iii) Expansion of Record Management Programme, and (iv) Expansion of Repair and Reprography Unit, were sanctioned towards the end of the year under report.

Within the approved allocation of Rs.224 lakhs, the scope of the Fifth Five Year Plan Programme of the National Archives of India has been further expanded to include three more new schemes, viz., (i) Awakening of Archival Consciousness,

(ii) Correspondence Course in Archival Science and (iii) Supply of Preservative materials to the State Archives. An outlay of Rs.20.70 lakhs, excluding capital expenditure on annexe, was approved by the Government of India for 1975-76. Detailed proposals were submitted to the Government for early sanction of the schemes.

Building: Design of the proposed Annexe to the National Archives of India has been approved and sanction for an expenditure of Rs.2,22 crores has since been received. Ministry of Works and Housing is expected to take up construction.

Reference Media: Reference Media of the following series of Public Records as well as Private Papers were prepared.

Public Records

1. Summary Inventory of Despatches.

Department/Branch	Inclusive Years	Bulk
(a) Despatches from the Secretary of State for India - Revenue Department	1880-1921	981 Despatches
(b) Despatches to the Secretary of State for India - Revenue Department.	1864-1906	672 "

2. Summary Inventory of Consultation

Foreign (Secret) Department)	1799-1811, Volumes - 1799, 1801, 1807 and 1808 were completed. Work on the rest of the volumes is in progress.	29,890 Manuscript pages

3. Subject Lists of Files

Finance Department

(a) Statistics and Commerce	1888-1905	15,155 files
(b) Salaries and Establishment	1888-1916	
(c) Penstion and Gratuities	1883-1924	
(d) Accounts Department	1894-1925	
(e) Separate Revenue	1876-1923	